

## RESEARCH PROPOSAL FORM

### *For starting a Sarphati Cohort sub-cohort*

Sarphati Amsterdam will use this form to decide whether the research proposal fits the mission and vision of Sarphati Amsterdam and to assess the impact on Sarphati Cohort participants and the logistic feasibility. If you want to share a research idea with us, filling out part A of the research proposal form will suffice. You can work on part B after approval of your research idea. If not all information is available yet, please note this in the applicable box. Your proposal will be treated confidentially.

To facilitate approval for collaboration with Sarphati Amsterdam, we advise you to read the guidelines and procedures in the Collaboration document available on [www.sarphati.amsterdam](http://www.sarphati.amsterdam). In case you have any questions or would like to exchange ideas, please email us at: [ozc@sarphati.amsterdam](mailto:ozc@sarphati.amsterdam).

#### *Project and applicant information*

Name research project	
Give 3 to 5 specific keywords	
Organization and department	
Project leader	
Contact person	
Email address	
Phone number	

Expected start date project	
Expected end date project	

## *For starting a Sarphati Cohort sub-cohort*

### **Part A    Sharing your research idea**

#### **TITLE IN DUTCH**

For publication on the Sarphati Amsterdam website.

*Klik of tik om tekst in te voeren.*

#### **SUMMARY IN DUTCH**

For publication on the Sarphati Amsterdam website, max. 100 words. Please include the objectives and description of the main elements of your research.

*Klik of tik om tekst in te voeren.*

#### **TITLE IN ENGLISH**

For publication on the Sarphati Amsterdam website.

*Klik of tik om tekst in te voeren.*

#### **SUMMARY IN ENGLISH**

For publication on the Sarphati Amsterdam website, max. 100 words. Please include the objectives and description of the main elements of your research.

*Klik of tik om tekst in te voeren.*

#### **RESEARCH QUESTIONS**

Which research question(s) do you want to answer with Sarphati Cohort data?

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#### **STUDY POPULATION**

Describe the study population for your research.

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#### **RESEARCH DESIGN**

Describe the research design of your study based on the research question(s). Please specify whether you will be using a longitudinal/prospective or cross-sectional/retrospective design.

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#### **RESEARCH METHODS**

Describe the research methods and analytic techniques that will be used to analyze data.

*Klik of tik om tekst in te voeren.*

#### **RELEVANCE OF YOUR STUDY**

The mission of Sarphati Amsterdam is to contribute to research beneficial to effective and sustainable prevention of non-communicable diseases and the health of Amsterdam children in general. Please

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explain why your study is important, and highlight its potential impact on future research, policy or practice. If applicable, elaborate on the contribution to the Sarphati Cohort.

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### **RESEARCH TEAM**

a. Principal investigator [title, name, organization, position]:

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b. Researchers conducting the project [title, name, organization, position]:

*Klik of tik om tekst in te voeren.*

c. Collaboration partners [name organization, type of organization (healthcare/government/private etc.), level of involvement (executive, actively involved/advisory etc.)]:

*Klik of tik om tekst in te voeren.*

### **PUBLICATION**

What are the intended publications? Please also include the anticipated authors [name, title, organization, position]. Please note that publication must be aligned with Sarphati Amsterdam for the cohort descriptions

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### **BUDGET & FUNDING ORGANIZATION**

Name budget and funding organization(s) for data management tasks (data delivery, additional data collection). For a smooth process, make sure the budget is available at the time you request participant recruitment and data delivery.

*Klik of tik om tekst in te voeren.*

**Thank you for filling out part A of the research proposal form for starting a Sarphati Cohort sub-cohort study.**

Your request will be discussed with the Sarphati Amsterdam board. We will contact you within two weeks with more information about approval, based on the checks described below.

Sarphati Amsterdam tests if the research idea meets goals Sarphati Amsterdam by checking the following:

- compatibility with the mission of Sarphati Amsterdam: contribution to a healthy lifestyle and optimum living conditions for growing children,
- potential impact on future research, policy or practice,
- possible overlap with other research, to link if applicable.

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### **Part B Start a Sarphati Cohort sub-cohort**

#### *Recruitment participants for additional data collection*

**Sub-cohort studies add to the Sarphati Cohort data infrastructure by collecting more extensive data in subpopulations while ensuring long-term follow-up through Youth Health Care records. Participants for sub-cohort studies can be recruited through the Sarphati Cohort. The information you provide in this part of the form will be used to explore possibilities for the recruitment of this sub-study and to determine the data management tasks.**

#### **PARTICIPANTS & INCLUSION CRITERIA**

Describe the number and type of participants you will include for your study. Please make sure to give a detailed description of the inclusion criteria needed to select subgroups for recruitment via the Sarphati Cohort. These inclusion criteria will be used to determine which selection of subgroups is possible based on available Sarphati Cohort variables, such as demographics or questionnaire outcomes.

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#### **ADDITIONAL DATA COLLECTION**

Please describe the data you will collect in this sub-cohort study.

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#### **COST-BENEFIT PARTICIPANTS**

Please describe the time investment you expect from participants in your study and the extent of the burdens associated with participation. What do you ask from the participants and (how) do you compensate them for their time?

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#### **COMMUNICATION PLAN**

Describe how and when you are planning to communicate with Sarphati Cohort participants about your study. Please attach the informed consent form and any existing communication materials or plans as an appendix to this application. Make sure to include information about the Sarphati Cohort in your materials.

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#### **PRACTICAL PLANNING**

Elaborate on the practical planning of your project for the recruitment of Sarphati Cohort participants.

Please make sure you include the following information:

- Start and duration of the recruitment.
- Additional practicalities and wishes that we should take into account.
- Additional recruitment activities outside the Sarphati Cohort that you will conduct.
- The expected response rate in the selected study population.

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### *Request existing Sarphati Cohort data*

Apply for existing Sarphati Cohort data as part of your data collection, and plan the merging of existing Sarphati Cohort data with newly collected Sarphati Cohort data within your sub-cohort study.

#### REQUESTED SARPHATI COHORT VARIABLES

Specify all the variables that are necessary for answering your research question(s) in the table below, including the source of the variables and the time point of measurement. Please provide a rationale for the requested variables to justify your research question(s). For an overview of deliverable variables, please contact us via [ozc@sarphati.amsterdam](mailto:ozc@sarphati.amsterdam).\*

Source: coreset-consult or coreset-plus	Name of variable	Time point measured	Rationale

\*In case of other cohorts that are linked to the research infrastructure of Sarphati Amsterdam, please send your request to ABCD and/or Helius (accessible on [www.abcd-studie.nl](http://www.abcd-studie.nl) and [www.heliusstudy.nl](http://www.heliusstudy.nl))

#### TIME PLANNING DATA DELIVERY

Describe the timeline of your study about Sarphati Cohort data delivery. Take into account your plans with interim and/or final analyses with existing and new collected Sarphati Cohort data.

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#### PROCESS AND PLANNING MERGING DATA SOURCES

For merging the requested existing Sarphati Cohort data with newly collected Sarphati Cohort data within your study, we would like to know:

- Source of external database.
- The way you intend to merge these data.
- Frequency and timing of the merging for interim and/or final analyses.

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### **Next Steps**

Please provide us attached the following:

**Budget\*** and funding organization(s) for data management tasks (data delivery, additional data collection). For a smooth process, make sure the budget is available at the time you request participant recruitment and data delivery.

*\*Researchers from all participating partners of Sarphati Amsterdam – the City of Amsterdam, Amsterdam UMC, VU, UvA and HvA – can request to use existing Sarphati Cohort data without a financial contribution.*

**Scientific assessment\***, if available please provide a copy of a scientific assessment of your study (check for quality and relevance).

*\*We will only collaborate with projects that have been scientifically assessed by a recognized body, such as NWO, ZonMw or a scientific committee at your university.*

**Ethical assessment\***, please provide METC approval or WMO exemption if applicable.

*\*The Ethical assessment documentation will be an integral part of the collaboration agreement.*

Comments:

*Klik of tik om tekst in te voeren.*

**Thank you for filling out the research proposal form for starting a Sarphati Cohort sub-cohort study.**

You shared detailed information on your research for a final version aligned with Sarphati Amsterdam. We will contact you as soon as possible to discuss the details of the recruitment plans and data delivery plans and to plan the next steps.

After approval of this research proposal and agreement about the research design, a collaboration agreement has to be signed before the project starts. This includes conditions for Sarphati Cohort participant recruitment, merging of data sources, publication and accessibility of research data and results, intellectual property, security and project monitoring.